

**POST & BID POSITION ANNOUNCEMENT**  
**Bargaining Units 1, 4 and 11**

1. Reference #: **03-1-020** 2. Position Number: **903-350-3175-XXX** 3. Date of Posting: **August 9, 2010**
4. Classification: **Transportation Engineering Technician** 5. Salary Range: **\$3262 - \$4766**
6. Pay Differentials That Apply To Position: **Yes**
7. Working Hours Of Position: **7:30 am -4:30 pm**
8. District/Division: **Maintenance & Traffic Ops** Section: **Signal Ops/Electrical Design** Geographic Location: **Marysville**  
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.)

**9. Specific Qualifications and Requisite Skills Required:** (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):  
<http://www.dpa.ca.gov/textdocs/specs/s3/s3175.txt>

B. Technical & Professional Skills & Abilities:

Prepares project plans and maps under the direction of the Senior Electrical Engineer. Gathers and analyzes technical information to assess for design plan completeness as related to the design of electrical and transportation improvement projects. Some field work may be required. Plans and maps will be prepared using the latest CADD technology. Final plans, maps and estimates will be evaluated by the incumbent for completeness, accuracy, and conformity to standards as laid out in the Highway Design Manual, Drafting Plans Manual of Instructions, CADD Users Manual, and District Policies.

Because the incumbent will be required to provide quality assurance for final plans delivered to Office Engineer for Authority to Advertise District Delegation (AADD) projects, they must have a demonstrated background of 5 years of drafting responsibilities. Extensive knowledge of Computer Aided Drafting and Design software and the Caltrans Plans Preparation Manual is required.

Must possess a wide knowledge of details including software, methods and layouts used in the preparation of contract plans and construction drawings; mathematics, highway design practices; conventional and state-of-the-art computer applications to transportation engineering work; and technical level civil engineering skills in order to understand and apply Caltrans manuals and standards.

- C. License and/or Certification Requirements: N/A

D. Physical Abilities to Perform Essential Functions:

Physical requirements for this position include sitting for long periods of time using a keyboard and video display terminal and may occasionally require bending, stooping and kneeling.

E. Other Departmental Requirements:

Ability to multi-task, adapt to changes in priorities, and complete tasks or projects with short notice; ability to organize and prioritize large volumes of varied documents; and the ability to review and create documents and meet strict deadlines.

- F. Duty Statement/Description of Duties: See Duty Statement

**10. Final Date and Time for Receiving Bid: August 25, 2010 COB 5PM**

**11. Where to Obtain Bid Form:** <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

**11. Submit Bid to:**

Name: Janis Anderson  
Address: PO Box 911, 703 'B' Street, Marysville, CA 95901  
Telephone Number: (530) 741-4269  
FAX Number: (530) 741-4111  
E-mail Address: janis\_anderson@dot.ca.gov

- 12. Window period employee must be available for contact (Unit 1&4 Only):** From: \_\_\_\_\_ To: \_\_\_\_\_  
(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

~~13. Expected Reporting Date To Position (Unit 11 Only) Within two weeks of job offer~~

14. (If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)